

## City of Albany

### **Board of Estimate & Apportionment**

Tuesday, January 4, 2022

1:30 P.M.

# Regular Meeting via Zoom Video Conference

Peatros Haile Deputy Chief City Auditor

Darius Shahinfar - MOVED
Treasurer

Nick Blais Acting Budget Director

Marisa Franchini Corporation Counsel

Corey Ellis - SECONDED
Common Council President

**PASSED (5-0)** 

Resolution 85.112.21R As Amended 12/20/21 See spreadsheet for salary and job adjustment for 2022

Meeting of Board of Estimate and Apportionment Tuesday, January 4, 2022

Offered the following:

Budget Transfers	2021	21					
Department	Transfer From Account	Transfer From Amount	rom	Transfer To Account	Transfer To Amount	. To	Explanation
City Clerk	Contracted Services A.4020.7440	· •	3,000.00	Temporary Help A.1010.7170	w	3,000.00	To correct deficit balance
\$90	Тетрогагу Неір A.1492.3800.7170	\$ 10	10,000.00	Utilities A.1491.1490.7420	v	10,000.00	To cover 2020 utility expenses
Water	Compensation - Medical BW.9000.7813	\$ 47	47,962.00	Workers' Compensation BW.9000.7841	۰x	47,962.00	To correct deficit balance in Workers Compensation
Water	Overtime (Sewer Maintenance) BW:8120.7199	\$ 14	14,230.00	Hospital & Medical Ins. BW.8310.7804	۰	1,850.00	To cover deficit balances in payroll accounts
				Temporary Help BW.8320.7170	<b>⋄</b>	3,210.00	
				Overtime (Source of Supply Power) BW.8320.7199	۰۶	20.00	
				Overtime (Purification) BW.8330.7199	۰۶	6,150.00	
				Social Security BW.8330.7801	·Λ	3,000.00	
	Totals	\$ 14	14,230.00	Totals	'n	14,230.00	
Water	Vehicles BW:8120.7230	\$ 12	12,000.00	Motor Vehicle Expense BW.8340.7429	<b>⋄</b>	10,000.00	To cover final 2021 invoices
				Contracted Services BW.8330.7440		2,000.00	
	Total	\$	12,000.00	Total	v	12,000.00	
Common Council Resolutions & Ordinances	2021	21					

#### **CITY OF ALBANY BUDGET TRANSFER REQUEST FORM (Revised 6/2018)** Department: City Clerk's Office **Contact Person:** Danielle Gillespie **Budget Year for this Transfer:** 2021 12/28/2021 Date Submitted: TRANSFER FROM: **TRANSFER TO:** Account Name: Vital Statistics Contracted Service Account Name: Temporary Help Account Number: A.4020.7440 Account Number: A.1010.7170 \$3,000 Amount to Receive in Transfer: \$3,000 Amount to Transfer: \$4,970.00 -\$1,377.00 **Current Account Balance: Current Account Balance: TRANSFER FROM:** TRANSFER TO: Account Name: Account Name: Account Number: Account Number: Amount to Transfer: Amount to Receive in Transfer: **Current Account Balance: Current Account Balance:** TRANSFER FROM: TRANSFER TO: Account Name: Account Name: Account Number: Account Number: Amount to Transfer: Amount to Receive in Transfer: Current Account Balance: **Current Account Balance:** TRANSFER FROM: TRANSFER TO: Account Name: Account Name: Account Number: Account Number: Amount to Transfer: Amount to Receive in Transfer: Current Account Balance: **Current Account Balance: TOTAL TRANSFER AMOUNT** \$3,000 \$3,000 The transfer is to cover the shortfall in the temporary help line Reason for Transfer: **Back-up information included?** Is this a Salary Change Request? If this is a salary change, fill out the below information: SALARY CHANGE INFORMATION Title of Employee Receiving Salary Change: Reason for Salary Change: Department Head e-Signature: Danielle Gillespie **Budget Office e-Signature:** 12/28/21 Joel Stetson Date:

Please return this form to: budgettransfers@albanyny.gov

	CITY OF ALBANY	,
	BUDGET TRANSFER REQUEST FORM (Revised 6/2018)	;
Department:	Department of General Services	
Contact Person:	Sergio Panunzio	
Budget Year for this Transfer:	2021	
Date Submitted:	12/30/2021	:
TRANSFER FROM:		
Account Name:	Temp Help Temp Help Account Name:	Utilities
Account Number:	1492.3800.7170 Account Number:	
Amount to Transfer:	\$10,000.00 Amount to Receive in Transfer:	\$10,000.00
Current Account Balance:	\$142,888.68 Current Account Balance:	\$1,219.56
	V	
TRANSFER FROM: Account Name:	TRANSFER TO:	
	Account Name:	
Account Number:  Amount to Transfer:	Account Number:	
Current Account Balance:	Amount to Receive in Transfer:	
Current Account Balance.	Current Account Balance:	
TRANSFER FROM:	TRANSFER TO:	
Account Name:	Account Name:	
Account Number:	Account Number:	
Amount to Transfer:	Amount to Receive in Transfer:	
Current Account Balance:	Current Account Balance:	
TRANSFER FROM:	TRANSFER TO:	·
Account Name:	Account Name:	
Account Number:	Account Number:	
Amount to Transfer:	Amount to Receive in Transfer:	
Current Account Balance:	Current Account Balance:	
TOTAL TRANSFER AMOUNT		
TOTAL TRANSPER AWOUNT	\$10,000.00	\$10,000.00
Reason for Transfer:	To cover end of year Utility	bills.
Back-up information included?	If this is a salary change fill out the below in	
Is this a Salary Change Request?	If this is a salary change, fill out the below in	formation;
	SALARY CHANGE INFORMA	ATION
	Title of Employee Receiving Salary Change:	
	Reason for Salary Change:	
		(1985년 - 1987년 - 1982년 <del>세</del> )
•		
December and Hand (2)		
Department Head e-Signature:	The Contract of the Contract o	
Budget Office e-Signature:	Joel Stetson Date:	[12/2/12]
ger emoc e orginature.		
<u>F</u>	Please return this form to: budgettransfers@albanyn	<u>y.gov</u>

		ALBANY JEST FORM (Revised 6/2018)		
<b>34</b>	TAX.			
Department:			<u></u>	
Contact Person:	Tom Dufresne			
Budget Year for this Transfer:	2021		4	
Date Submitted:	12/28/2021			
TRANSFER FROM:		TRANSFER TO:		
Account Name:	Compensation - Medical	Account Name		
Account Number:	BW.9000,7813	Account Number	BW.9000.7841	
Amount to Transfer:	\$45,000	Arhount to Receive in Transfer:	\$45,000 97,	962
Current Account Balance:	\$109,790.46	Current Account Balance:	-\$44,973.77 ~YJ	
TRANSFER FROM:		TRANSFER TO:		
Account Name:		Account Name:		
Account Number:		Account Number:		
Amount to Transfer:		Amount to Receive in Transfer:		
Current Account Balance:		Current Account Balance:		
TO ANSEED EDOM.		TO A MODE TO		
TRANSFER FROM: Account Name:		TRANSFER TO: Account Name:		
Account Number:		Account Number:		
Amount to Transfer:		Amount to Receive in Transfer:		
Current Account Balance:		Current Account Balance:		
TRANSFER FROM:		TRANSFER TO:		
Account Name:		Account Name:		
Account Number:		Account Number:		
Amount to Transfer:		Amount to Receive in Transfer:		
Current Account Balance:		Current Account Balance:		
TRANSFER FROM:		TRANSFER TO:		
Account Name:		Account Name:		
Account Number:		Account Number:		
Amount to Transfer:		Amount to Receive in Transfer:		
Current Account Balance:		Current Account Balance:		
TRANSFER FROM:		TRANSFER TO:		
Account Name:		Account Name:		
Account Number:		Account Number:		
Amount to Transfer:		Amount to Receive in Transfer:		
Current Account Balance:		Current Account Balance:		
		12 d V		1967
TOTAL TRANSFER AMOUNT	\$45,000	2 (1) to =	<b>\$4</b> 5,000	1,00
Reason for Transfer:	To correct deficit balance in World	kers' Compensation.		
Back-up information included?				
Is this a Salary Change Request?	☐ If this is a salar	ry change, fill out the below i	information:	
		SALARY CHANGE INFORMA	TION	
	Title of Employee Re	ceiving Salary Change:	HION	ļ
		cerving dutary ditange:		
	Reason for Salary Change:			
Department Head e-Signature:	John 5 13 48 17 4			
	"" () "			
Budget Office e-Signature:		Date: [		}
מ	lases return this form to:	oudgettransfore@albanin	( 90)	
<u> </u>	iease return this form (0: I	oudgettransfers@albanyny	<u>.gov</u>	

	CITY OF	ALBANY		
	BUDGET TRANSFER REQU	JEST FORM (Revised 6/2018)		
Department:	Water		1	
Contact Person:			J ]	
Budget Year for this Transfer:			<u></u>	
_			] 1	
Date Submitted:	12/28/2021		. /	
TRANSFER FROM:		TRANSFER TO:	//	ı İ
Account Name:	Sewer Maint Overtime		Hospital/Medical - Admin	
Account Number:	BW.8120.7199	Account Number:	BW.8310.7804	
Amount to Transfer:	\$14,230	Amount to Receive in Transfer:	\$1,850	۱۸
Current Account Balance:	\$30,517.43	Current Account Balance:	\$2,855.28	1919-UV
		•	~\	
TRANSFER FROM:		TRANSFER TO:		
Account Name:			emporary Help - Source of Supply	
Account Number:		Account Number:	BW.8320.7170	
Amount to Transfer:		Amount to Receive in Transfer:	\$3,210	10
Current Account Balance:		Current Account Balance:	-\$2,869.91 - n	W7
TRANSFER FROM:		TRANSFER TO:	/ 1	
Account Name:		Account Name:	Overtime - Source of Supply	
Account Number:		Account Number:	BW.8320.7199	
Amount to Transfer:		Amount to Receive in Transfer:	\$20	- (7
Current Account Balance:		Current Account Balance:	\$1,453.63	・フク
			· /	
TRANSFER FROM:		TRANSFER TO:	J/ I	
Account Name:		Account Name:	Overtime - Purification	
Account Number:		Account Number:	BW.8330.7199	
Amount to Transfer:		Amount to Receive in Transfer:	\$6,150	11
Current Account Balance:		Current Account Balance:	-\$2,695.43] - 6	171
TRANSFER FROM:		TRANSFER TO:	[/]	
Account Name:		Account Name:	Social Security - Purification	
Account Number:		Account Number:	BW.8330.7801	
Amount to Transfer:		Amount to Receive in Transfer:	\$3,000	. 11
Current Account Balance:		Current Account Balance:	\$276.66	9/1
	•	•		\
TRANSFER FROM: Account Name:		TRANSFER TO:		
		Account Name:		
Account Number:		Account Number:		
Amount to Transfer:		Amount to Receive in Transfer:		
Current Account Balance:		Current Account Balance:		
TOTAL TRANSFER AMOUNT	\$14,230	<u>=</u>	£14.220	
TOTAL MANOLEN AMOUNT	\$14,230	<del>-</del>	\$14,230	
Reason for Transfer:	To cover deficit balances in payr	oll accounts.		
Back-up information included?				
Is this a Salary Change Request?	If this is a sala.	ry change, fill out the below i	nformation:	
		SALARY CHANGE INFORMA	TION	ו ו
	Title of Employee Re	ceiving Salary Change:	HON	
	-			
	Reason for Salary Change:			
	<b>N</b>			1
Department Head e-Signature:	-loved & Care			
	Chango all			
Budget Office e-Signature:		Date: [		
-	L	•		
E	<u>'lease return this form to:</u>	budgettransfers@albanyny	<u>.gov</u>	

	CITY O	F ALBANY		
	BUDGET TRANSFER REQ	UEST FORM (Revised 6/2018)		
Danartment	Mater		1	
Department:			<u></u>	
Contact Person:			<u>]</u>	
Budget Year for this Transfer:				
Date Submitted:	12/28/2021		J	.
TRANSFER FROM:		TRANSFER TO:		,
Account Name:	Sewer Maint Vehicles			
Account Number:	BW.8120.7230	= /		
Amount to Transfer:	\$12,000	╡ /	\$10,000	
Current Account Balance:	\$51,628.43	= /		
	ΨΟ1,020.Τα	Saltetic Account Balance.	\$14,023.32	191
TRANSFER FROM:		TRANSFER TO:	/\	
Account Name:		Account Name:	Purification - Contracted Services	
Account Number:		Account Number:	BW.8330.7440	
Amount to Transfer:		Amount to Receive in Transfer:	\$2,000	
Current Account Balance:		Current Account Balance:	\$439.79	
			•	
TRANSFER FROM:		TRANSFER TO:		
Account Name:		Account Name:		
Account Number:		Account Number:		
Amount to Transfer:		Amount to Receive in Transfer:		
Current Account Balance:		Current Account Balance:		
TRANSFER FROM.		TRANSFER TO		
TRANSFER FROM: Account Name:		TRANSFER TO: Account Name:		
Account Number:		<u>-</u>		.
		Account Number:		
Amount to Transfer:		Amount to Receive in Transfer:		
Current Account Balance:		Current Account Balance:		
TRANSFER FROM:		TRANSFER TO:		-
Account Name:		Account Name:		- 1
Account Number:		Account Number:		
Amount to Transfer:		Amount to Receive in Transfer:		
Current Account Balance:		- -		
Our ent Account Balance.		Current Account Balance:		
TRANSFER FROM:		TRANSFER TO:		
Account Name:		Account Name:		
Account Number:		Account Number:		
Amount to Transfer:		Amount to Receive in Transfer:		
Current Account Balance:		Current Account Balance:		
		1 r		
TOTAL TRANSFER AMOUNT	\$12,000	=	\$12,000	
Reason for Transfer:	To cover final invoices 2021.			
Back-up information included?				
Is this a Salary Change Request?	If this is a said	ary change, fill out the below i	nformation:	1
		SALARY CHANGE INFORMA	TION	
	Title of Employee R	eceiving Salary Change:		
	1	J,ger		
	Reason for Salary Change:			
				<b>'</b>
Department Head e-Signature:	- 1 5 17 · · ·			
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Budget Office e-Signature:		ъ., г		
Buuget Onice e-Signature:		Date: L		
<u>P</u>	lease return this form to:	budgettransfers@albanyny	.gov	
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Council Member Farrell on behalf of the Committee on Finance, Assessment, and Taxation introduced the following:

**Resolution Number 85.112.21R** (*As Amended 12/20/2021*)

# A RESOLUTION OF THE COMMON COUNCIL CONSENTING TO AN ADJUSTMENT IN SALARY FOR CERTAIN POSITIONS FOR THE 2022 BUDGET

WHEREAS, Section 604(D)(b) of the Charter of the City of Albany dictates that any transfer of budgeted funds that affects a salary total that occurs outside of those described in the duly adopted budget must be consented to by the Common Council; and

WHEREAS, the Acting Budget Director has requested amendments to the 2022 proposed budget as detailed in "Attachment A" which is incorporated and attached to this resolution;

**NOW, THEREFORE, BE IT RESOLVED,** that the Common Council of the City of Albany consents to the transfer of funds affecting the salary totals for various positions as detailed in "Attachment A" for the 2022 budget year.

TO: Danielle Gillespie, City Clerk

FROM: Brett Williams, Senior Assistant Corporation Counsel

John-Raphael Pichardo, Esq., Research Counsel

**RE:** Request for Common Council Legislation

**Supporting Memorandum** 

DATE: November 4, 2021

SPONSOR: Council Member Farrell on behalf of the Committee on Finance, Assessment,

and Taxation

**Resolution Number 85.112.21R** (*As Amended 12/20/2021*)

### TITLE

A RESOLUTION OF THE COMMON COUNCIL CONSENTING TO AN ADJUSTMENT IN SALARY FOR CERTAIN POSITIONS FOR THE 2022 BUDGET

### GENERAL PURPOSE OF LEGISLATION

These changes are to reflect certain salary adjustments not reflected in the 2022 proposed budget book.

### NECESSITY FOR LEGISLATION AND ANY CHANGE TO EXISTING LAW

Pursuant to the City Charter the Council must consent to the transfer of funds that affect salary totals which occur outside of the Budget process, and must "adopt the budge with or without amendments on or before November 30 of the current fiscal year."

_						
Fund Amendment Description	Department	Budget Account	Expenses	Reduction in Expenses	Revenue	Reduction in Revenue
General Fund						
sepos						
the Contract of the Contract o			,			
ווירובסים ייסומול - ייסומו	Codes	A.3620.7000	\$2,598			
Increase Salary - Information Clerk I (3 @ \$1,950)	Codes	A.3620,7000	\$5,850			
Increase Salary - Clerk I	Codes	A.3620.7000	\$1,865			
Increase SS	Codes	A.3620.7801	\$789			
Recreation						
The Court of the C						
Little Unange - Executive Assistant to Office Supervisor	Recreation Administration	A.7110.7000				
Increase Salary - Fitness Instructor	Recreation Programs	A.7140.0400.7000	\$1.314			
Increase Salary - Boxing Coach	Recreation Programs	A.7140 0400 7000	\$1.471			
Increase Salary - Community Center Director (2 @ \$2,132)	Recreation Programs	A 7140 0400 7000	\$4.264			
Increase SS	Recreation Programs	A.7140.0400.7801	\$539			
Direchaeina						
Title Change - Deputy Purchasing Director to Purchasing Agent	Purchasing	A.1345.7000		\$6,523		
Special Events/ Cultural Affairs						
Title Change - Program Aide - Operations Coordinates to Change	Canada Constant Collector	0001				
Title Change - Public Relations Coordinator to Communications Coordinator	Special Events/ Cultural Affairs Special Events/ Cultural Affairs	A.7560.7000				
DGS - Department of General Services						
increase Calant Land Character	300					
	Dos - delicial services/ Central Maint,	A.1491.1520.7000	\$2,284			
Increase 55	DGS - General Services/Central Maint.	A.1491.1620.7801	\$404			
DGS - Public Works						
Increase Salary - Labor Supervisor	DGS - Public Works/Fleet Maintenance	0 1492 1540 Z000	¢£ 287			
Increase Salary - Spray Technician	DGS - Public Works/Fleet Maintenance	A 1492 1640 7000	\$7,204			
Increase SS	DGS - Public Works/Fleet Maintenance	A 1492 1640 7801	\$767			
Title Change - Foreman to Public Works Foreperson (3 @ \$8.466)	DGS - Public Works/Parks Maintenance	A 1492 3600 7000	\$25 398			
Increase Salary - Labor Supervisor (5 @ \$5,284)	DGS - Public Works/Parks Maintenance	A.1492.3600.7000	\$26.420			
Increase Salary - Assistant Forester	DGS - Public Works/Parks Maintenance	A.1492.3600.7000	\$5.429			
Increase Salary - Gardener	DGS - Public Works/Parks Maintenance	A.1492,3600,7000	\$5,284			
Increase SS	DGS - Public Works/Parks Maintenance	A.1492,3600,7801	\$4,784			
Increase Salary - Labor Supervisor (3 @ \$5,284)	DGS - Public Works/Steet Maintenance	A.1492.5010.7000	\$15,852			
Increase SS	DGS - Public Works/Steet Maintenance	A.1492.5010.7801	\$1,213			
DGS - Waste Collection, Recycling, & Disposal						
Increase Salary - Labor Supervisor (2 @ \$5,284)	DGS - Waste Collection & Recycling	A.1493.8160.7000	\$10,568			
Title Change - Foreman to Public Works Foreperson	DGS - Waste Collection & Recycling	A.1493.8160.7000	\$8,466			
Increase SS	DGS - Waste Collection & Recycling	A.1493.8160.7801	\$1,456			
Increase Revenue - Sales Tax	Revenue	A.1000,1120			\$133,452	
			4400000		4100	